

Send Entrance Counseling to Athens State

If you plan to accept loans and you have previously completed the Direct Loan Entrance Counseling at <u>studentaid.gov</u>, follow these steps to transfer it to Athens State:

- 1. Log in to <u>studentaid.gov</u>
- 2. Select your name in the top right corner then choose Documents
- 3. Under My Documents, filter by Loan Counseling
- 4. Select your most recently completed Sub/Unsub Entrance counseling and choose Notify Additional School
- 5. Type Athens State University in the Search School by Name section or use our school code: 001008
- 6. Select submit

Please remember it will take our office 2-3 business days to receive this updated information once you submit. Once received, we will update your Missing Requirements list at Athens State Online (Banner Self-Service).